

City of Sealy

Emergency Wrecker Service License Application

OWNER INFORMATION:

Owner's Name: _____
Address of Owner: _____ _____
Storage Facility Name: _____
Address of Facility: _____ _____
Primary Phone: _____ Secondary Phone: _____
Business Fax: _____ Email Address: _____

State of Texas Tow Tag No. _____ Cab Card ID No. _____

Type of Business: Sole Proprietorship Partnership Limited Partnership Corporation
(Must attach copy of assumed name certificate, partnership agreement, and/or Articles of Incorporation.)

Have you ever applied for an Emergency Wrecker Service license? Yes No If "yes", what year? _____

AFTER YOU HAVE COMPLETED THE TOP PORTION OF THIS FORM, CALL THE SEALY POLICE DEPARTMENT TO SCHEDULE YOUR INSPECTIONS.

ATTACHED ARE INSPECTION CHECKLISTS THAT MUST BE COMPLETED PRIOR TO BEING ISSUED A CITY OF SEALY EMERGENCY WRECKER PERMIT.

I certify that all information provided in this application is true to the best of my knowledge and I understand that any false statement is caused for denial of the Emergency Wrecker Service license. Furthermore, I agree to maintain 24-hour wrecker rotation service (Tow Agreement Section 2.06(2)), and I acknowledge that all taxes have been paid on the aforementioned property and equipment.

Authorized Signature

Position/Title

Date

PAYMENT INFORMATION:

Amount Paid: _____ Date: _____

Method of Payment: Cash Check Other: _____

BUSINESS LOCATION & STORAGE FACILITY CHECKLIST

Date	Location Information			Official Use Only		
	Mailing Address	Physical Address	City, State Zip	Police		Treasury
				Approved	Disapproved	Permit #
YES	NO					
		<p>Licensing: This facility is operating under a current and valid license granted pursuant to the Vehicle Storage Facility Act (Texas Occupational Code, Section 2303.001, <i>et seq.</i>) And is in compliance with all State rules and regulations governing vehicle storage facilities as well as all City ordinances affecting same. In addition, tow truck(s) must be registered and towing fee schedules filed with TxDOT Motor Carrier Division.</p>				
		<p>Location: This facility is situated within the City or its extra-territorial jurisdiction.</p>				
		<p>Building/Land: On-site building must be sufficient in size for storing all motor vehicles towed by the Emergency Wrecker Business; such tract of land shall be a minimum lot size of five thousand (5,000) square feet.</p>				
		<p>Fencing: Fencing should be a minimum of at least six feet (6') in height. The sides of the fence facing any public street, residence, or business shall be constructed of an attractive, solid, and opaque material such as wood or metal so as to screen the storage lot from view and shall meet the approval of the code enforcement officer or department. Razor wire is prohibited. No two vehicle storage facilities may operate within same fenced area.</p>				
		<p>Lawn Maintenance: The facility shall be kept free from weeds and trash as not to pose a health hazard.</p>				
		<p>Hours of Operation: The Emergency Wrecker Business shall be open for business during the hours of 8:00 am to 5:00 pm, Monday through Friday of each week (except state, local or national holidays) and shall have a local telephone number which is monitored during such hours, providing adequate service for owners of motor vehicles to obtain return of their stored vehicles. However, operator must have a 24 hour telephone listing for police department use.</p>				
		<p>Invoicing: The wrecker owner or operator shall maintain a file for invoice copies pertaining to non-consent and police authorized tows at their place of business for a period of two (2) years from the invoice date. Any officer of the police department may inspect such invoice(s) during regular business hours. Invoices shall include the following:</p> <p><u>Police-Authorized Tows:</u></p> <ul style="list-style-type: none"> - Vehicle description (year, make, model, license number, VIN number) - Name of wrecker driver - Applicable charges - Name and badge number of police officer that authorized tow <p><u>Non-Consent Tows:</u></p> <ul style="list-style-type: none"> - Vehicle description (year, make, model, license number, VIN number) - Name of wrecker driver - Applicable charges - Name, address and phone number of the person who authorized the tow - Reason the vehicle was towed - Name, address, and phone number where the vehicle was taken for storage 				
		<p>Lighting: All vehicle storage facilities shall maintain lighting levels adequate for nighttime release of vehicles. At minimum, there must be one lighting fixture containing at least a 250 watt element for each 1/4 acre of storage area.</p>				

BUSINESS LOCATION & STORAGE FACILITY CHECKLIST

		<p>Signage: All vehicle storage facilities shall have a clearly visible and readable sign at its main entrance. Letters on sign shall be at least two inches (2") in height with contrasting background, shall be visible at ten feet (10'), and shall contain the following information:</p> <ul style="list-style-type: none"> - Registered name of the storage lot, as it appears on the vehicle storage facility license; - Street address; - Telephone number for the owner to contact in order to obtain release of the vehicle; - Facility's hours, within one hour of which vehicles will be released to vehicle owners; and - Storage lot's state license number preceded by the phrase "VSF License Number." - Per diem charge for storage and all other fees which may be charged by the storage lot, including notification and impoundment fees. This sign shall be located so it is clearly visible to a vehicle owner prior to paying the fees, shall have letters at least 1 inch in height, with a contrasting background. - Nonconsenting towing fees schedule shall be conspicuously placed at the place of payment, that states in 1-inch letters that "Applicable schedule of Nonconsenting towing fees will be provided for viewing upon request by persons claiming vehicles." - A sign describing the instruments which may be presented by the vehicle owner or his/her authorized representative to obtain possession of the vehicle. <p>The sign shall state "Affidavit of Right of Possession and Control Furnished Upon Request." This sign shall be located so it is clearly visible to a vehicle owner at the place of payment, have letters at least 1 inch in height with a contrasting background.</p>
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NOTE: All vehicle storage facilities shall have vehicles available for release 24 hours a day within one hour's notice if it accepts vehicles 24 hours a day.

I certify that the Emergency Wrecker Storage Facility, as indicated above, has successfully passed the required facility inspection.

Jay Reeves, Chief of Police
Sealy Police Department

Date of Certification

EMERGENCY WRECKER EQUIPMENT CHECKLIST

Date	Location Information			Official Use Only		
	Mailing Address	Physical Address	City, State Zip	Police		Treasury
				Approved	Disapproved	Permit #
YES	NO	EMERGENCY WRECKER EQUIPMENT				
		<u>Fire Extinguisher:</u> All Emergency Wreckers shall be equipped with a standard BC type chemical fire extinguisher, either one 10-pound or two 5-pound fire extinguishers with a gauge, properly filled and readily accessible for use.				
		<u>Emergency Warning Devices:</u> All Emergency Wreckers shall be equipped with a minimum of six (6) signal flares, each of which shall be capable of being seen and distinguished at a distance of not less than six hundred feet (600') under normal atmospheric conditions at nighttime.				
		<u>Broom:</u> All Emergency Wreckers shall be equipped with a broom of a type designed for pushing with an eighteen-inch (18") head and a handle of not less than thirty-six inches (36").				
		<u>Absorbent:</u> All Emergency Wreckers shall be equipped with no less than five (5) gallons of dry sand or other absorbent which is at least as effective as sand.				
		<u>Bucket:</u> All Emergency Wreckers shall be equipped with one five (5) gallon container to carry glass and debris cleaned from streets when picking up a wrecked vehicle.				
		<u>Shovel:</u> All Emergency Wreckers shall be equipped with one (1) flat-edged shovel at least nine inches (9") with a handle of not less than thirty-six inches (36").				
		<u>Wrecking Bar:</u> All Emergency Wreckers shall be equipped with one (1) wrecking bar of not less than thirty-six inches (36") in length with a wedge head.				
		<u>Overhead Emergency Lights:</u> All Emergency Wreckers shall be equipped with at least one (1) rotating beacon with amber lenses visible within five hundred feet (500') of a three hundred sixty (360) degree radius.				
		<u>Temporary Lighting:</u> If the vehicle being towed does not have functional taillights, temporary lighting must be provided.				
		<u>Tow Bar:</u> All Emergency Wreckers shall be equipped with a tow bar to hold a motor vehicle and prevent the swinging of the vehicle while it is being towed. Such tow bar shall be attached to a rubber sling so as to prevent damage to a towed motor vehicle.				
		<u>Winch and Boom:</u> All Emergency Wreckers shall be equipped with a power operated winch line and boom with factory rated lifting capacity of not less than five-thousand (5,000) pounds. Winch operated controls must be operable from either side of the wrecker or from inside of the cab.				
		<u>Safety Chains:</u> All Emergency Wreckers shall be equipped with not less than two (2) six-foot (6') safety chains having minimum test strength of eight-thousand (8,000) pounds.				
		<u>Towing Dollies:</u> All Emergency Wreckers shall be equipped with not less than two (2) motor vehicle towing dollies to be used for the purpose of removing disabled motor vehicles when the undercarriage has been so damaged it is inoperable.				
		<u>Flashlight:</u> All Emergency Wreckers shall be equipped with not less than one (1) flashlight.				
		<u>Receipt Book:</u> All Emergency Wreckers shall be equipped with a receipt book containing the business name, address and phone number printed on each receipt. The book shall produce an original and two (2) duplicate copies of each receipt.				
		<u>Reflective Vests:</u> All Emergency Wreckers shall be equipped with reflective vests.				
		HEAVY DUTY EMERGENCY WRECKER EQUIPMENT				
YES	NO					
		<u>Winch:</u> All Heavy-Duty Emergency Wreckers shall be equipped with a winch capable of lifting a minimum of thirty thousand (30,000) pounds. If one line is used, it shall be at least three-fourths (3/4") in diameter; if two lines are used, each shall be at least five-eighths inches (5/8") in diameter.				
		<u>"A" Frame:</u> All Heavy-Duty Emergency Wreckers shall be equipped with an "A" frame capable of lifting vehicles, trucks, trailers or equipment; air brakes and air lines; and must have a tow bar which is sufficient to prevent the swinging of any equipment being transported.				

OTHER EMERGENCY WRECKER REQUIREMENTS

The following information must be clearly and legibly painted or affixed by permanent decal with letters and numbers of at least three inches (3") in height and one-half inch (½") in width and in colors which contrast with the color of the Emergency Wrecker:

- The name of the Operator or the name of the company under which the Operator is doing business
- The telephone number of the Operator or his agent where persons can call and obtain information regarding the vehicle storage facility into which a vehicle was towed

***Note:** If any name or telephone number is visible on the outside of an auto wrecker other than the name or telephone number of the Operator, such name and telephone number must be registered with the Sealy Police Department.*

I certify that the Emergency Wrecker indicated above has successfully completed all the necessary emergency equipment requirements.

Jay Reeves, Chief of Police
Sealy Police Department

Date of Certification